

RENTAL PROPERTY INSPECTION CHECKLIST (MOVING OUT)

- _____ Unit must be completely free of trash and all dust including closets, baseboards and cabinets.
- _____ All window coverings must be straightened, washed, cleaned and dusted or replaced.
- _____ The bathroom and kitchen must be thoroughly cleaned including behind commode.
- _____ Patio and Porches (3) must be swept and free from debris and trash.
- _____ All doorstoppers must work and any damages from previous problems corrected. Install if missing.
- _____ Appliances must be thoroughly cleaned, washed, and sanitized, including drip pans and knobs.
- _____ Light and plug switches must be replaced if cracked or stained.
- _____ At least 75-watt bulbs in all fixtures in working order.
- _____ Bath lights at 60 watts and all the same style bulb in place.
- _____ You must vacuum thoroughly when you leave.
- _____ All locks and doorknobs must be in excellent working order.
- _____ Blinds must be left down and in the open position.
- _____ All light covers must be cleaned (in the dishwasher, carry soap).
- _____ Ceiling fan blades must be cleaned and dusted, both sides.
- _____ The top of the refrigerator and stove must be spotless.
- _____ No stains should remain in the refrigerator or on porcelain in the bath. Use porcelain white out or bleach.
- _____ Baseboards must be washed and free of dirt and dust.
- _____ All drawers must be in good working order.
- _____ Check all keys and notify landlord if any do not work.
- _____ Check all appliances and HVAC and then leave at 60 degrees in winter and 80 degrees in summer.
- _____ All bugs must be removed and cleaned from the unit.
- _____ All floors need to be mopped, and cleaned, including underneath cabinets. Do not wax.
- _____ Sinks to be cleaned (bleached if necessary), and garbage disposal tested and free from blockage.
- _____ All mirrors should be cleaned.
- _____ Driveway is to be cleaned of any oil stains due to vehicles.
- _____ Open all sink cabinets, and clean out all areas below.
- _____ Clean doors and door frames around them, including fingerprints, dust, etc.
- _____ Check the working condition of the STOVE.
- _____ Check the working condition of the OVEN.
- _____ Check the working condition of the REFRIGERATOR/FREEZER.
- _____ Check the working condition of the DISPOSAL.
- _____ Check the working condition of the WASHER/DRYER.
- _____ Check the working condition of the AIR CONDITIONER.
- _____ Check the working condition of the HEATER.
- _____ Check the working condition of the HOT WATER HEATER.
- _____ Check the working condition of all WINDOW AND DOOR LOCKS.
- _____ Check the working condition of the MAILBOX AND LOCK.
- _____ Garbage can should be cleaned out and put in an appropriate place.